



**CITY OF TULSA**  
**License Center – (918) 596-7640**

**License Checklist**

**The City of Tulsa licenses required for a new restaurant/bar/food cart are listed below, including the documents required to obtain the licenses.**

**Beer** –

- Oklahoma Sales Tax Permit (918) 581-2751
- Updated Certificate of Use and Occupancy (Zoning Clearance Permit) – for *new issuance, owner change* or *change of use* ONLY. Please call the Certificate of Occupancy Coordinator with questions (918) 596-1847
- Tulsa County Beverage Permit (918) 596-5000 (Ask for licensing Division)
- License Fee (prorated quarterly)

**Occupational** (City of Tulsa alcoholic beverage license) –

The ABLE commission requires a “Certificate of Compliance” prior to issuing your ABLE license – if this is required for your business, please contact Business Licensing at (918) 596-7640 (or you may print the information at the website:

[www.cityoftulsa.org/licensing](http://www.cityoftulsa.org/licensing) – Beverage - Certificate of Compliance Application

Once the ABLE license has been issued, the documents required to obtain the City of Tulsa Occupational Tax Permit are as follows:

- Oklahoma Sales Tax Permit (918) 581-2751
- Updated Certificate of Use and Occupancy (Zoning Clearance Permit) – for *new issuance* or *change of use* ONLY. Please call the Certificate of Occupancy Coordinator with questions (918) 596-1847
- ABLE license (405) 521-3484
- Fee (applicable by license type, prorated monthly)

**Food** –

- Oklahoma Sales Tax Permit (918) 581-2751
- Original “Blue” Food Application (from TCC Health Department – (918) 595-4300
- License Fee (as stated on Food Application)
- Late Fee, a penalty of 50% will be added to the license fee after 30 days

Sales Tax Permit, County Beverage Permit and ABLE license must be current.

**DBA Name, Corporate Name and site address must match on all documents submitted.**

Copies of all documents **EXCEPT FOOD APPLICATION** are acceptable.